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MONTANA

WORKFORCE PREPARATION COORDINATING COUNCIL

JOB TRAINING PARTNERSHIP ACT

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ANNUAL REPORT TO
GOVERNOR MARC RACICOT

JULY 1, 1996 - JUNE 30, 1997

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JOB TRAINING PARTNERSHIP ACT

ANNUAL REPORT FOR JULY 1, 1996 - JUNE 30, 1997

SUBMITTED TO GOVERNOR MARC RACICOT

BY THE MONTANA WORKFORCE PREPARATION COORDINATING COUNCIL

HELEN S. KELLICUT, CHAIR

PREPARED FOR THE COUNCIL BY
PROGRAM MANAGEMENT BUREAU
MONTANA DEPARTMENT OF LABOR AND INDUSTRY
PAT HAFFEY, COMMISSIONER

GOVERNOR'S WORKFORCE PREPARATION
COORDINATING COUNCIL

MARC RACICOT, GOVERNOR

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STATE OF MONTANA

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HELENA, MONTANA 59624-1728

The Honorable Marc Racicot
Governor, State of Montana
Office of the Governor

Dear Governor Racicot:

On behalf of the Montana Workforce Preparation Coordinating Council, I am pleased to submit the Job Training Partnership Act (JTPA) Annual Report of employment and training activities for Program Year 1996 which encompasses the time frame of July 1, 1996 - June 30, 1997.

The Montana Workforce Preparation Coordinating Council (State Human Resource Investment Council) promotes their vision that would prepare all Montanans for meaningful employment and provide employers with a qualified workforce. They promote initiatives that will provide long-term self-sufficiency for participants through the coordination of education, job training partnerships, human services, vocational rehabilitation, Wagner Peyser and welfare-related training.

We appreciate your support and look forward to your continued involvement as we address the workforce development needs of Montanans through quality statewide employment and training activities.

Sincerely,

Helen S. Kellicut, Chair
Montana Workforce Preparation Coordinating Council

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MONTANA WORKFORCE PREPARATION COORDINATING COUNCIL

VISION STATEMENT

Montana must have a quality workforce development system which prepares ALL Montanans for meaningful employment and provides employers with a qualified workforce. Workforce preparation opportunities must be: easily accessible by all Montanans; measurable by a set of benchmarks; and dynamic and responsive to the changing needs of Montanans.

WPCC MEMBERSHIP

Representing Business
Helen S. Kellicut, Chair
Jane DeLong
Bob Marks
Diane Ruff
David Owen
Barbara Campbell
Jon Oldenburg

Representing Labor/Community Based Organization/Local Education
JoEllen Estenson
Dennis Lerum
Don Judge
Felicity McFerrin
Carol Murray
Kathy Sova Ramirez
Janet M. Bush, Vice Chair
Jim Hollenback

Representing Government
Peter Blouke
Laurie Ekanger
Nancy Keenan
Dick Crofts
Andy Poole
Gordon Morris
Jerry Criner

Representing Other
Senator Mignon Waterman
Representative Jeanette McKee
Bob Gilbert
Pat Haffey, Honorary Member

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OVERVIEW JOB TRAINING PARTNERSHIP ACT PROGRAMS

PURPOSE OF JTPA

The Job Training Partnership Act (JTPA) continues a long-standing federal commitment to prepare youth and adults for entry into the labor force by providing job training to economically disadvantaged individuals and others facing serious barriers to employment. In addition to the economically disadvantaged, the Act provides employment and training services for dislocated and older workers.

This federally funded program, administered by the United States Department of Labor and allocated by formula to the states, provides the financing and overall framework for local employment and training programs. State and local systems have the authority and flexibility to fund programs that work best in their localities. JTPA is unique among federal programs because it was the first to allow in-depth involvement of the private sector in labor market decision making.

JTPA TITLES

TITLE I authorizes the state and local delivery system and addresses general program and administrative issues that set forth the public/private partnership.

TITLE II authorizes funding and sets requirements for Service Delivery Area (SDA) training services for disadvantaged youth and adults.

TITLE IIA includes training programs for individuals 22 years of age and older and also sets aside 5% of the funds for services to workers age 55 and older and 8% for education services for Title II and Title III participants.

TITLE IIB is the Summer Youth Employment and Training Program (SYETP). This program delivers education and job training experiences for disadvantaged youth ages 14 through 21, and operates each year from May through September.

TITLE IIC youth programs serve two groups of youth; in-school youth ages 14 to 21 and out-of-school youth ages 16 to 21. The major emphasis of youth programs is to keep youths in school or return youth to school.

TITLE III Economic Dislocation and Worker Adjustment Assistance Act (EDWAA) provides special assistance to workers layed off due to closures.

TITLE IV establishes funding requirements for federally administered programs which include services to veterans, Native Americans, migrant workers and Job Corps participants. It also establishes national job training activities, labor market information, affirmative action obligations, the Youth Fair Chance program, micro enterprise grants and disaster relief employment assistance.

TITLE V provides for Jobs for Employable Dependent Individuals Incentive Bonus program (JEDI).

TITLE VI contains miscellaneous provisions.

TITLE VII sets forth provisions for establishment of a state Human Resource Investment Council (HRIC).

JTPA FUNDING ALLOCATIONS

The U.S. Department of Labor allocates JTPA Title IIA, Title IIB, Title IIC, and Title III funds to Montana through the Governor.

THE WORKFORCE PREPARATION COORDINATING COUNCIL

The Governor is responsible for the management and oversight of programs and initiatives having an impact on training Montana's workforce. The Governor makes appointments to the Workforce Preparation Coordinating Council (WPCC), and depends on council members for advice on carrying out the functions of programs such as JTPA, Carl Perkins Vocational Education, Wagner-Peyser (Employment Services), Public Health and Human Services program Welfare-to-Work and other related funding sources and activities.

According to JTPA Title VII, the Workforce Preparation Coordinating Council is made up of representatives of private industry, state and local government, organized labor, education, community-based organizations, economic development groups, public assistance agencies, employment security agencies and the general public. With a mix of public and private members chaired by a private sector representative, the WPCC advises the Governor on policy directions and the oversight of education and training programs.

The Governor's charge to the WPCC is to set a work force preparation vision for Montana that will address the following four areas:

> Workforce Development Strategic Planning - investigate the needs of the future and appropriate workforce program strategies;
>
> Measurement of Program Results and Outcomes - develop a uniform set of measures to compare the effectiveness of various workforce preparation programs;
>
> Workforce Development/Job Development Linkage - conduct a comprehensive review of the current programs and recommend ways to strengthen the ties between job preparation and job creation; and
>
> Workforce Accessibility - recommend ways for system integration to provide business and workers with seamless or "no wrong door" access to government services."

Specific duties of the Council include:

- Oversight of Job Training Partnership Act policies, programs and services;
- Develops and recommends the Governor's Coordination and Special Services Plan (GCSSP) and the Economic Dislocation and Worker Adjustment Assistance Plan;
- Certifies the Service Delivery Area (SDA) Job Training Plans;
- Certifies the Wagner-Peyser State Plan developed for the State Employment Services Agency (Job Service);
- Comments on the Carl Perkins Education Plan;
- Assesses employment and training needs and activities in the state;
- Develops linkages with other employment and training organizations;
- Reviews plans of state agencies which provide employment, training and related services;
- Recommends sub-state and service delivery areas;
- Recommends variations in performance standards;
- Comments and recommends to the appropriate legislative body, state and federal agencies on the relevancy and effectiveness of employment and training and related service delivery systems in the state.

The WPCC is staffed by the State Job Training Bureau under the direction of the Governor's Office. Support is also provided by staff responsible for other represented education and training programs.

STATE JOB TRAINING PARTNERSHIP ADMINISTRATIVE ENTITY

The **State Job Training Bureau** of the Montana Department of Labor and Industry acts on behalf of the Governor as the grant recipient and administrative entity for the set aside portions of Title II funds and 40% portion of Economic Dislocated Worker Adjustment Assistance. Additionally the State Job Training Bureau is the oversight authority on behalf of the Governor for all programs under Titles II and III.

The role of the State Job Training Bureau is to promote effective and efficient delivery of employment, training and related services. The Bureau administers and has oversight of JTPA activities, and analyzes related human resource programs and policies. The Bureau provides staff support to the Workforce Preparation Coordinating Council in the following areas:

- Preparing the Governor's Coordination and Special Services Plan and the Economic Dislocation and Worker Adjustment Assistance Plan;
- Recommending and coordinating state policy implementation;
- Ensuring adherence to employment and job training goals;
- Requesting and rating Requests for Proposals (RFPs);
- Negotiating subgrants with program operators; and
- Evaluating and monitoring employment and training programs in the State.

During PY'96, Bureau staff reviewed and evaluated the Economic Dislocated Worker Adjustment Assistance 40% program, and the state-funded Displaced Homemaker Programs. Bureau staff and staff from the Legislative Auditor also monitored the Service Delivery Areas' administrative entity, Montana Job Training Partnership, Inc. and a sample of their service delivery programs.

Through a Memorandum of Agreement, the Research and Analysis Bureau gathered, analyzed and published labor market information (LMI) vital for the effective design of job training programs for PY'96.

SERVICE DELIVERY AREAS (SDAs)

The Governor, with the advice of the Workforce Preparation Coordinating Council, designates the division of geographic regions within Montana for distribution and administration of Job Training Partnership Act Title II funds. These regions are called Service Delivery Areas (SDAs), and approximately 85% of Title II and 60% of Title III funds are passed directly to them.

Montana has two Service Delivery Areas: the Concentrated Employment Program (CEP), and the Balance of State (BOS). The BOS service delivery area is guided by a Joint Council of Commissioners and a Private Industry Council (PIC). The CEP service delivery area is guided by the Council of Commissioners and a Private Industry Council (PIC).

Montana's Service Delivery Areas are also designated as Substate Service Areas (SSAs) which have the additional responsibility of administering a portion of the Title III Dislocated Worker funds.

PRIVATE INDUSTRY COUNCILS (PIC)

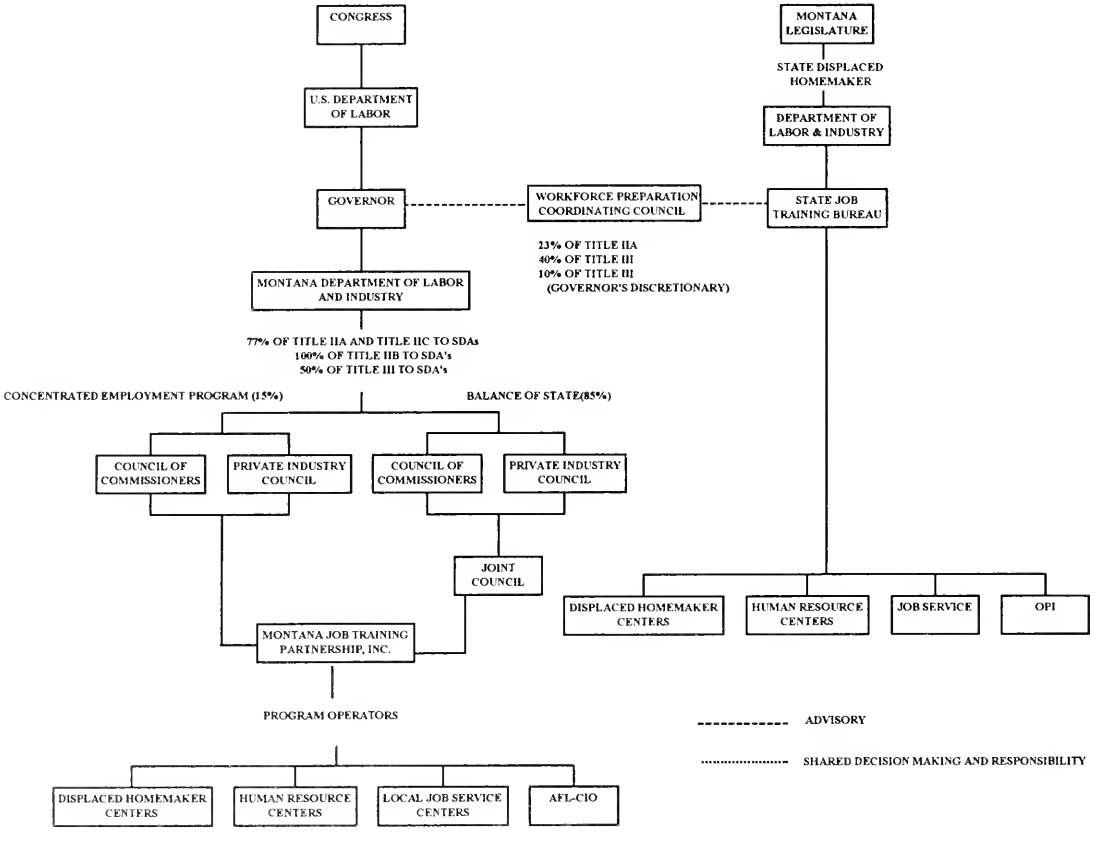
The purpose of a PIC is to recommend and provide policy guidance and to exercise oversight with respect to activities carried out by a Service Delivery Area. This oversight is carried out in partnership with local governments. The two Private Industry Councils in Montana are important partners in Job Training Partnership Act decision making.

Private Industry Council membership consists of representatives from the private sector, education, organized labor, rehabilitation agencies, community-based organizations, economic development agencies, and the public employment service.

SERVICE DELIVERY AREA (SDA) ADMINISTRATIVE ENTITY

Montana Job Training Partnership, Inc. (MJTP) serves as grant recipient and administrative entity for the Service Delivery Areas. MJTP, Inc. on behalf of the SDAs and their Private Industry Councils, administers the job training plans, provides oversight and program evaluation, and provides technical assistance to program operators as needed.

JOB TRAINING PARTNERSHIP ACT (JTPA) AND STATE JOB TRAINING FUNDING CHART



JTPA AND STATE FUNDING
JULY 1, 1996 TO JUNE 30, 1997

TITLE IIA	**AMOUNT $2,963,713**
IIA Adult Training (77% to SDAs)	$2,003,141
IIC Youth (82% to SDAs)	$ 297,029
Education Coordination (8%)	$ 237,097
Older Workers (5%)	$ 130,074
State Administration (5%)	$ 148,186
Incentive Funds & Technical Assistance (5%)	$ 148,186

TITLE IIB	**AMOUNT $1,757,002**
Summer Youth Employment and Training Program (to SDAs)	$1,757,002
(Calendar Year May 1, 1996 to September 30, 1997)	

TITLE III EDWAA	**AMOUNT $3,057,179**
40% Governor's Reserve	$825,092
50% to SDAs by Formula	$1,031,364
10% to SDAs Based on Need	$206,273
Title III Discretionary Funds*	$994,450

*Granted on demonstration of need by the Secretary of the Department of Labor

STATE FUNDED PROGRAMS	**AMOUNT $ 237,600**
State Funded Displaced Homemakers	$237,600

TOTAL AMOUNT $8,015,494

MEASURING PERFORMANCE

The State of Montana, in recognizing that the Job Training Partnership Act is an investment in human capital and not an expense, agrees to comply with federal performance standards set by the U.S. Secretary of Labor to measure the return on this investment.

The Governor makes adjustments to the performance standards using a model developed by the U.S. Department of Labor. This model was used for the follow-up weekly earnings standards only. Other Montana measurements are set using the Secretary's National Standards. The Workforce Preparation Coordinating Council recommends performance standards to the Governor after consultation with the service delivery area councils, subrecipients and the general public. The WPCC reviews the adjustment calculations annually to determine whether to adjust the Secretary's performance standards.

Performance standards are used to evaluate JTPA programs and to calculate incentive awards.

Four of the core performance standards are **Follow-up Standards**. The intent of these follow-up standards is to measure:

- an increase in total earnings 13 weeks after termination over earnings prior to participation in the program;

- the number of participants who retained their jobs 13 weeks following placement;

- a reduction in the amount of welfare cash payments to participants; and

- a reduction in the number of participants and families receiving cash welfare payments.

Telephone follow-up contacts are made to determine a statistically valid random sample of former adult participants 13 weeks after termination from Title IIA Adult and Title III programs. The follow-up system is designed to provide information useful in evaluating the effectiveness of the Job Training Partnership Act programs. The system also asks each participant to evaluate the services and training received.

In PY'96 the Workforce Preparation Coordinating Council adopted these performance standards:

IIA ADULTS
- follow-up employment rate - 59%
- follow-up weekly earnings - $281

WELFARE RECIPIENTS
- welfare follow-up employment rate - 50%
- welfare follow-up weekly earnings - $244

IIC YOUTH
- entered employment rate - 41%
- employability enhancement rate -40%

IIB YOUTH
- Positive termination rate - 75%

EDWAA (TITLE III)
- entered employment rate - 67%

STATE FUNDED DISPLACED HOMEMAKER
- entered employment rate - 68%
- average wage at placement - $5.85/hr

5% OLDER WORKERS
- entered employment rate - 56%
- average wage at placement - $5.85/hr

STATEWIDE PROGRAMS
JULY 1, 1996 THROUGH JUNE 30, 1997
YEAR-END PERFORMANCE

PROGRAM	STANDARD	PERFORMANCE
EDWAA 40%		
Entered Employment Rate	67%	88%
OLDER WORKER		
Entered Employment Rate	56%	73%
Wage at Placement	$5.85	$6.36
STATE DISPLACED HOMEMAKER		
Entered Employment Rate	68%	89%
Wage at Placement	$5.85	$6.86

EDUCATION COORDINATION

There are no performance standards for the 8% set-aside education programs for JTPA participants. However, certain statistics are required for reporting.

Adult programs

In seven communities, 76 people were served in literacy programs, with average gains in reading and math skills of 1.35 to 1.82 grade levels. In four communities, 22 people were served in lifelong learning-- occupational skills training, with an average hourly wage at placement of $6.32. In two communities, 12 women received training in non-traditional occupations.

Youth Programs

In three communities, fourteen youth received literacy and school-to-work training. Average gain in reading was 1.94 grade levels; average gain in math was 2.63 grade levels. Four at risk youth remained in school and 6 of 10 out-of-school youth returned to school.

SERVICE DELIVERY AREA PROGRAMS
JULY 1, 1996 THROUGH JUNE 30, 1997
YEAR-END PERFORMANCE

SERVICE DELIVERY AREA	STANDARD	PERFORMANCE
BOS		
IIA Follow-up Employment Rate	59%	69%
IIA Follow-up Weekly Earnings	$ 260.13	$ 326.43
IIA Follow-up Welfare Employment Rate	54%	70%
IIA Follow-up Welfare Weekly Earnings	$ 230.43	$ 309.26
IIC Youth Entered Employment Rate	37%	68%
IIC Youth Employability Enhancement Rate	41%	70%
EDWAA Formula Entered Employment Rate	71%	88%
ADDITIONAL INCENTIVE AWARD STANDARDS		
Adult Barriers	80%	99%
Youth Barriers	80%	99%
CEP		
IIA Follow-up Employment Rate	58%	68%
IIA Follow-up Weekly Earnings	$ 253.30	$ 325.84
IIA Follow-up Welfare Employment Rate	54%	68%
IIA Follow-up Welfare Weekly Earnings	$ 223.12	$ 330.50
IIC Youth Entered Employment Rate	30%	62%
IIC Youth Employability Enhancement Rate	36%	75%
EDWAA (Formula) Entered Employment Rate	71%	85%
ADDITIONAL INCENTIVE AWARD STANDARDS		
Adult Barriers	80%	100%
Youth Barriers	80%	99%

STATEWIDE PROGRAMS
JULY 1, 1996 THROUGH JUNE 30, 1997
PARTICIPANT CHARACTERISTICS
BASED ON TERMINATION DATA

Program	Characteristics	Total Adults	Adult Welfare	Youth
Education	Male	21	3	8
	Female	52	24	8
	School Drop-out	30	11	11
	Minority	15	11	6
Enrollments PY'96 - 74				
Older Worker	Male	8	0	N/A
	Female	24	0	N/A
	School Drop-out	0	0	N/A
	Minority	4	0	N/A
Enrollments PY'96 - 48				
Entered Unsubsidized Employment		27	0	
EDWAA 40%	Male		190	
	Female		114	
	Minority		11	
	Age 29 and Under		51	
Participants PY'96 630				
Entered Unsubsidized Employment			Total State = 257	
NOTE: - There is no data for Adult Welfare as there is no Economically Disadvantaged requirement in EDWAA				
State Displaced Homemakers	Male	0	0	0
	Female	82	30	3
	School Drop-out	11	7	3
	Minority	8	3	5
Enrollments PY'96 96				
Entered Unsubsidized Employment		73	23	4

SERVICE DELIVERY AREA PROGRAMS
JULY 1, 1996 THROUGH JUNE 30, 1997
PARTICIPANT CHARACTERISTICS
BASED ON TERMINATION DATA

CEP SDA

PROGRAM	CHARACTERISTICS	TOTAL	ADULT WELFARE	YOUTH	*PERCENTAGE
IIA ADULT & YOUTH	Male	10	5	2	
	Female	46	16	11	
	School Drop-out	17	3	7	
	Minority	5	1	4	
Enrollments PY'96 Adult- 56 Youth- 22					
Carry-In PY'96 Adult- 40 Youth- 6					
Entered Unsubsidized Employment		42			75%
			20		95%
				6	46%
EDWAA 60%	Male	48			
	Female	23			
	Minority	2			
	Age 29 and Under	12			
Participants PY'96 181					
Entered Unsubsidized Employment		Total	62		87%

BOS SDA

PROGRAM	CHARACTERISTICS	TOTAL	ADULT WELFARE	YOUTH	*PERCENTAGE
IIA ADULT & YOUTH	Male	122	16	62	
	Female	257	119	58	
	School Drop-out	44	11	23	
	Minority	53	22	5	
Enrollments PY'96 Adults- 238 Youth- 173					
Carry-In PY'96 Adults- 359 Youth- 60					
Entered Unsubsidized Employment		282			74%
			109		81%
				74	62%
EDWAA 60%	Male	244			
	Female	104			
	Minority	28			
	Age 29 and Under	65			
Participants PY'96 717					
Entered Unsubsidized Employment		Total	281		81%

* Percent of total terminations entering unsubsidized employment
EDWAA Note: - EDWAA report has data for youth 29 and under
- There is no data for Adult Welfare

DISLOCATED WORKER DISCRETIONARY PROGRAMS
THROUGH JUNE 30, 1996
PARTICIPANT CHARACTERISTICS
BASED ON TERMINATION DATA

PROGRAM	CHARACTERISTICS	TOTALS	PERCENTAGE
TIMBER - 07/01/95 - 06/30/97	Male	235	
	Female	42	
	Minority	7	
	Age 29 and under	60	
Participants PY'96 - 277			
Entered unsubsidized Employment		189	68%
ENERGY - 5/22/96 - 12/31/97	Male	51	
	Female	11	
	Minority	4	
	Age 29 and under	0	
Participants PY'96 - 142			
Entered Unsubsidized Employment		41	66%
MINING & TIMBER - 5/1/97 - 12/31/98	Male	8	
	Female	0	
	Minority	0	
	Age 29 and under	3	
Participants PY'96 - 67			
Entered Unsubsidized Employment		8	100%
RHONE-POULENC - 12/01/95 - 12/31/97	Male	59	
	Female	1	
	Minority	6	
	Age 29 and under	10	
Participants PY'96 - 88			
Entered Unsubsidized Employment		56	93%

* Percent of total terminations entering unsubsidized employment
* NOTE: - There is no data for Adult Welfare as there is no Economically Disadvantaged requirement in EDWAA

JOB TRAINING PARTNERSHIP ACT

The state Job Service serves as Montana's largest Job Training Partnership Act program operator with offices in 23 communities to serve unemployed individuals and supply employers with a source of well-trained, qualified workers.

Other providers of the Job Training Partnership Act services include Montana's Human Resource Development Centers, Displaced Homemaker service providers, and the Montana AFL-CIO Project Challenge: Work Again program.

DISPLACED HOMEMAKER/SINGLE HEAD OF HOUSEHOLD PROGRAMS

TITLE II A

The Displaced Homemaker/Single Head of Household programs are designed to help individuals in need who have provided unpaid household services to family members and are unemployed or under-employed. Because of specially designed programs that stress self-image enhancement, career counseling, on-the-job training and job search assistance, these individuals are able to find employment and achieve both independence and economic security.

The Title IIA Displaced Homemaker/Single Head of Household program is overseen by the Private Industry Councils and administered by Montana Job Training Partnership Inc.

STATE DISPLACED HOMEMAKER PROGRAM

The 1983 State Legislature passed the State Displaced Homemaker Act to further meet the needs of displaced homemakers in their middle years who have been primarily in the home and suddenly find themselves displaced through divorce or death.

The 1995 Legislature revised the definition for eligibility for the State Displaced Homemaker program to include those eligible under the Carl Perkins Displaced Homemaker program. This change allowed operators to maximize funds by better coordination with other programs, and to intervene earlier in participants' lives, hopefully before entry into the welfare system.

The statewide program is administered by the State Job Training Bureau. In PY'96, participants enrolled and tracked under this program met eligibility requirements similar to Title IIA programs, except that participants need not be economically disadvantaged. Because of this difference, the program was able to help displaced homemakers before they had depleted their financial reserves.

There were ten State Displaced Homemaker Centers in PY'96. All of the State Displaced Homemaker centers also operate the Title IIA Single Head of Household Program.

WOMEN IN TRADES AND TECHNOLOGY PROJECT (WITT)

In 1995 and 1996, the State Job Training Bureau expanded its efforts to train and place women into nontraditional occupations (NTOs) under the pilot project entitled the ***Women in Trades and Technology Project***, funded by the USDOL, Women's Bureau. Montana received $238,000 for education and training. There were training sites in seven communities across the state that oriented 400 women regarding the requirements and advantages of nontraditional, high-wage, high-skill careers. Of these, 120 were enrolled through JTPA IIA and EDWAA centers and the Montana state network of displaced homemakers. The program was supported and replicated with ongoing efforts of grants under Carl Perkins, Welfare-to-Work, JTPA and state-sponsored adult job training programs.

TITLE IIC YOUTH SERVICES

A portion of Title II funds that pass directly to Montana's Service Delivery Areas (SDAs) must be used to serve eligible youth from 16 through 21 years of age. The portion of funds corresponds with the percentage of 16 to 21 year-olds in the SDA population. In addition to the activities available to Title IIC programs, Youth Competency programs are emphasized. These programs offer pre-employment work maturity, basic skills and job specific skills training for both in and out-of-school youth. Montana exceeds the youth employability enhancement performance standard, which encourages return to school and completion of a major level of education.

Youth programs under this Title are delivered by a mix of statewide operators, including Job Service local offices and Human Resource Development Councils.

TITLE IIB SUMMER YOUTH PROGRAM

The Title IIB Summer Youth Employment and Training Program (SYETP) introduces eligible youths as young as 14 years to the world of work. The program's goal is to keep youths in school, or encourage them to return to school, while providing them with work experience and academic enrichment activities to enhance understanding of the importance of education in the workplace. Most paid work-based activities occur in the public sector, with work sites overseen by trained supervisors. However, some paid limited internships in the private sector are allowed. This flexibility allows for a more diverse choice among participants for the type of work which they show proficiency and interest.

Ten Human Resource Development Councils operated the Summer Youth Program across Montana during PY'96.

EDWAA TITLE III DISLOCATED WORKER ASSISTANCE

The purpose of the Economic Dislocation and Worker Adjustment Assistance (EDWAA) program is to help dislocated workers quickly re-enter the labor force. There are no income requirements for eligibility into the program. Dislocated Montana workers can be served by programs which provide skills evaluation, career counseling, job training and retraining. Relocation assistance and on-the-job training are also available along with layoff survival workshops, motivational training, supportive services, and financial counseling. This transitional assistance also attempts to move workers from declining industries into industries that are projected to have stable employment prospects. The State Dislocated Worker Unit is located in the Montana Department of Labor and Industry's State Job Training Bureau.

In Montana, 50% of EDWAA funds are distributed to the state's two SubState Areas (SSAs) based on formula, 10% to the SSAs based on need, and 40% is distributed at the Governor's discretion. Governor's Discretionary funds were allocated this program year for rapid response layoff assistance and readjustment and retraining services to dislocated workers.

Dislocated workers are those individuals who become unemployed because of technological change, reduction in work force, plant closure or permanent layoffs resulting from economic downturns or changing labor demands, or other changes in the local or national economy. Eligible individuals have limited opportunities for reemployment in their usual occupations in the same geographic areas and face an extended period of unemployment. Dislocated workers include individuals who:

- have been terminated or laid off from their jobs, and are unlikely to return to their previous jobs or industries;
- are long-term unemployed and have limited opportunities for becoming reemployed in the same or similar occupations for which they are trained;
- were self-employed (including farmers and ranchers) and are unemployed because of general economic conditions in their communities, or because of natural disasters.

The two dislocated worker program operators are the Montana Job Service and the Montana State AFL-CIO.

The State Job Training Bureau receives 40% of EDWAA formula funds and administers the rapid response delivery system designed to respond within 48 hours to substantial or significant layoffs and plant closing notifications. If a layoff or closure is covered by WARN the employer must provide notice to the State Dislocated Worker Unit located in the Montana Department of Labor and Industry's Job Training Bureau. The Dislocated Worker Unit personnel travel to affected communities to plan and coordinate services to employers and dislocated workers.

Local Job Service offices around the state provide rapid response services as well as offer basic readjustment and retraining services to eligible dislocated workers. A Rapid Response team responds to a plant closing or a substantial lay off, as needed. Some rapid response responsibilities include:

- establish onsite contact with employer and employee representatives to provide information and emergency assistance to a particular closure or layoff;
- provide technical advice as well as information on sources of assistance and liaison with other public and private services and programs; and
- assist employers and their workers to cope with the problems of a plant closure.

The Montana State AFL-CIO receives the 60% allocated to the SubState Areas (SSAs) and operates the Project Challenge: Work Again program. The program has a network of community site coordinators specializing in skills and literacy

evaluation, career counseling and job-seeking skill building. The program also provides supportive services and retraining needed for reemployment.

DISCRETIONARY EDWAA GRANTS

Title III National Reserve Grants provided additional funding during this program year:

- The **Timber Grant** will operate for 18 months beginning June 1995. The statewide project provides services to workers impacted by layoffs in the timber industry.

- The closure of the **Rhone-Poulenc** phosphate plant in Butte occurred in November 1994. Services will be provided to Rhone-Poulenc laid off workers through December 1997.

- Workers laid-off from the energy industry receive services from the **Energy** discretionary grant. The statewide project will end June 30, 1998.

- In April 1997 the **Mining and Timber** grant was approved. The statewide project provides services over an 18 month period to laid-off workers from the mining and timber industries.

These Discretionary Projects provide basic readjustment services, retraining, and other EDWAA services to laid-off workers. The current administrative and program structure for formula-funded programs was utilized for these grants. The project is operated jointly by the Department of Labor and Industry's Job Service Division and the AFL-CIO Project Challenge: Work Again.

Title IIA Adult funds allocated to Montana are set-aside for special uses.

- 5% for older worker programs
- 5% for state administration
- 5% for incentives, technical assistance and capacity building
- 8% for coordination with education

JOB TRAINING FOR OLDER WORKERS (5%)

Unemployed people age 55 or older often have difficulty finding employment and need updated skill training or retraining. Five percent of Title IIA funds is set-aside for programs designed to assist economically disadvantaged individuals in this age category. The Older Worker Program also coordinates with other employment programs.

Older Worker services were provided by nine program operators throughout the state which included seven Human Resource Development Councils, Butte's Career Futures, and the Great Falls Green Thumb. Services included employability assessment, vocational training or retraining, on-the-job training, work experience, personal development for the older individual and job search skills training.

INCENTIVE GRANTS, TECHNICAL ASSISTANCE AND CAPACITY BUILDING

Five percent of Title IIA funds are used to reward exemplary performance and to provide technical assistance and capacity building for professional employment and training staff at the State and in the Service Delivery Areas. In Montana, the Workforce Preparation Coordinating Council and both Service Delivery Area Private Industry Councils establish incentive policies and administer the funds.

The Job Training Partnership Act requires that two-thirds of these set-aside funds be used for incentives based on program performance. The Title IIA program operators who meet and exceed performance standards use these incentive grants to serve additional Title IIA and IIC participants.

The remaining one-third of this set-aside is provided for technical assistance and capacity building. The goal of technical assistance (TA) is to assure that both federal and state performance standards are met, and that programs are operated in accordance with the goals set forth in the Governor's Plan.

- PY'96 - Department of Labor and Industry's Research and Analysis Bureau received funding for labor market data collection and research.

STATE EDUCATION COORDINATION GRANTS (8%)

The Job Training Partnership Act provides that 8% of Title IIA and Title IIC funds be used to carry out coordinated statewide education for Title IIA and IIC JTPA participants. Of those available funds, 20% is used for program coordination and 80% is used to provide education to JTPA program participants. The state's Office of Public Instruction (OPI) receives and administers these funds according to proposals submitted by local task forces.

Through contracts with OPI, local program operators provide literacy training, lifelong learning (occupational skills training), school-to-work transition programs and training for non-traditional employment for women.

ADMINISTRATION AND AUDITS (5%)

The remaining 5% of the funds is allocated for statewide use. At the discretion of the Workforce Preparation Coordinating Council, these funds are used for audits, administration and oversight of programs under WPCC jurisdiction.

DESCRIPTION OF COORDINATION

The Workforce Preparation Coordinating Council considers coordination and cooperation between agencies the key element in the successful delivery of job training services.

In 1996 the Workforce Preparation Coordinating Council established the goal for job placement into new and expanding occupations. This goal coordinates and promotes state, local and private industry cooperative efforts by integrating training with existing and projected job openings.

In February 1997, the Economic Dislocated Workers Assistance program operators met to discuss coordination issues in addition to state, local and regional cooperation.

Job Training Partnership Act programs are responding to the coordination initiatives of federal and state lawmakers in a variety of ways:

The Job Opportunity and Basic Skills Program (JOBS) for Welfare Recipients

Partners:
JTPA Local Program Offices
Dept. of Pubic Health and Human Services
Department of Labor and Industry

JTPA Dislocated Worker Unit for Statewide Rapid Response

Partners:
State Job Training Bureau
Montana Job Training Partnership, Inc.
Montana State AFL-CIO
Job Service Division
Dislocated Worker Unit Task Force
Interagency Task Force in Each Location

Cooperative Agreement for Education Coordination

Partners:
State Job Training Bureau
Office of Public Instruction
Montana Job Training Partnership, Inc.

JOB TRAINING PARTNERSHIP ACT ALUMNI HONORED

JTPA Alumni Month was celebrated during the month of August 1996. Recognition was given to Montana's Job Training Partnership Act alumni and Summer Youth participants. Alumni ceremonies included:

- A special Alumni Event held in the Montana Capitol Rotunda. Governor Marc Racicot gave recognition to the Job Training alumni participants. Certificates were given to the Adult and Summer Youth participants. He encouraged both the Adult Alumni and Summer Youth to move forward with a purpose and goal in mind toward a successful future.

GOOD NEWS: PARTICIPANTS GAIN SELF-CONFIDENCE AND ATTAIN EMPLOYMENT THROUGH PROGRAM

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Joan was laid off from her job of 33 years when the store closed its doors. She recognized that her experience working in a small grocery store was not sufficient to compete in the local labor market. She was enrolled into the Economic Dislocated Worker Adjustment Act program in April of 1995. Joan selected a short term training program was enrolled in clerical classes at the Adult Learning Center. Joan is now employed at the Department of Labor and Industry after having completed the training. She states that she truly believes in training programs, as without the program she would not be where she is today.

****

Cherie was enrolled into the Title II adult program as a displaced homemaker. Cherie's husband had been employed at Cominco's phosphate mine near Garrison for 17 years when it was shut-down. He then suffered medical problems that made it impossible for him to find full time employment. Cherie had been a stay-at-home mother and homemaker for 16 years. She found that with only a high school education and little work experience the jobs she qualified for were minimum wage and part-time She knew this would not pay for her to commute from Avon to Helena

Cherie enrolled into the JPTA program in September 1994. She attend the Adult Learning Center where she did a brush up on her basic education skills and completed their clerical training program. She then did a work experience at the then Department of Natural Resources and Conservation. This helped Cherie tremendously in gaining confidence and self-esteem. She was hired by a local law firm where she did a 5 month on-the-job- training. Cherie completed the training and has stated that she feels that this program "saved" her life as without it she would be working a minimum wage job.

****

Martha was referred to our Career Development Program by a friend. Martha's husband had died suddenly a few months earlier. He left behind a young wife and four small children. Martha had worked part time as a massage therapist at the local hospital, but the community was too small to warrant a full time therapist, so Martha needed to look into other employment/education possibilities to support family. She decided to apply for admission to the Registered Nurse program at Miles Community College, and moved her family to Miles City.

While in our program, Martha was helped with tuition and books. We advised her on her job search, provided resume assistance and then reimbursed her for her travel to a community 200 miles away for a job interview When she accepted the position, Career Development assisted with her moving expense. Today, a year and a half later, Martha is with the same employer and earning a comfortable wage of nearly $12.00 an hour. She speaks highly of the Career Development Program.

****

Catherine was an AFDC recipient, single mother. She attended an intensive program introducing women to non-traditional, high demand/high wage occupations presented by Career Development. Catherine found that she really enjoyed the section on heavy equipment and truck driving. From that point she contacted the Department of Transportation and with their help (use of a large truck), lots of study, and supportive service money she acquired her CDL. Catherine is now employed as a full time truck drive with the DOT and is very happy in her non-trad job!

****

Lanette has always enjoyed outdoor work. With the help of her Career Development Case Manager, she developed a proposal to clean the nearby rest area. Her proposal was accepted and later renewed for another year. Her next project is to acquire the rest area on the other side of town. Lanette feels that without the help she received, she wouldn't have pursued the cleaning contract. Her math skills were not strong and although she is a friendly person, she was afraid of failure. The moral support and encouragement she received helped her greatly.

State Funded Displaced Homemaker Centers

The Women's Services YWCA
909 Wyoming Avenue
Billings, MT 59101
(406) 245-6879

Career Transitions
321 East Main Street
Suite 215
Bozeman, MT 59715
(406) 587-1721

Career Futures
44 East Park Plaza
Butte, MT 59701
(406) 723-9101

District IV HRDC
111 West 11th ST
Havre, MT 59501
(406) 265-6743

Career Training Institute
32 South Ewing
Helena, MT 59601
(406) 443-0800

Women in Transition
NW Montana Human Resources
PO Box 1058
Kalispell, MT 59901
(406) 752-6565

District VI HRDC
Centennial Plaza
300 First Avenue N Ste 203
Lewistown, MT 59457
(406) 538-7488

Miles Community College
2715 Dickinson
Miles City, MT 59301
(406) 232-3031

Great Falls Job Service
1018 Seventh St South
Great Falls, MT 59405
(406) 761-1730

Vocational Services Department
YWCA
1130 West Broadway
Missoula, MT 59802
(406) 543-6768

Older Worker Programs

District VII HRDC
P O Box 2016
Billings, MT 59103
(406) 247-4710

Career Futures
44 East Park Plaza
Butte, MT 59701
(406) 723-9101

District IV HRDC
PO Box 1471
111 W. 11th Street
Havre, MT 59501
(406) 265-6743

District VI HRDC
300 First Avenue North STE 203
Lewistown, MT 59457
(406) 538-7488

Rocky Mountain Development
Council
PO Box 1717
Helena, MT 59624
(406) 447-1680

District IX HRDC
321 East Main ST STE 300
Bozeman, MT 59715
(406) 587-9158

Green Thumb
503 1st Avenue North STE 204
Great Falls, MT 59403
(406) 761-4821

NW Montana Human Resources
PO Box 8300
Kalispell, MT 59904-8300
(406) 758-4526

District XI HRDC
617 South Higgins
Missoula, MT 59802
(406) 728-3710

Dislocated Workers (EDWAA) 40%

Job Service Division
Montana Department of Labor
and Industry
PO Box 1728
Helena, MT 59624
(406) 444-4100

8% Education

Office of Public Instruction
State Capitol
Helena, MT 59620
(406) 444-4396

Billings School District
415 N 30th
Billings, MT 59103
(406) 255-3590

Adult Learning Center
815 Front Street
Helena, MT 59601
(406) 447-8876

Miles City Job Service
PO Box 1786
Miles City, MT 59301
(406) 232-2509

Adult & Continuing Education
915 South Sixth West
Missoula, MT 59801
(406) 549-8765

District IX HRDC
321 East Main STE 300
Bozeman, MT 59715
(406) 587-9158

Flathead Valley Community
College
777 Grandview Drive
Kalispell, MT 59907
(406) 756-3884

Lewistown Public Schools
215 Seventh Street South
Lewistown, MT 59457
(406) 538-9022

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STATE JOB TRAINING BUREAU
STAFF TO THE COUNCIL
PROGRAM YEAR 1996

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This Annual Report is prepared in accordance with Public Law 97-300 (JTPA) by the staff of the Montana State Workforce Preparation Coordinating Council and produced within the Montana Department of Labor & Industry.

Copies are available from:
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All programs in the State of Montana provide equal opportunity employment.

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